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## APPENDICES

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## APPENDIX A: HOW PROJECTS ARE REVIEWED

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A Certificate of Appropriateness is a document issued by the Historic Resources Commission indicating that in the opinion of the Commission the proposed improvements are compatible with the historic character of the Biltmore Village Historic District.

Exterior portions of any building or structure on property which lies within the Biltmore Village Historic District boundaries cannot be materially altered, restored, moved or demolished unless a Certificate of Appropriateness has been issued.

A Biltmore Village property owner who is considering changes to the exterior of his property should contact the Historic Resources Commission by calling (704) 259-5836 or writing P.O. Box 7148, Asheville, NC 28802, to determine if a Certificate of Appropriateness for the proposed work is required.

### DESCRIPTION OF PROJECTS

#### Normal Maintenance

Normal maintenance or repair does not require a Certificate of Appropriateness where no change is made to the appearance of a building or grounds. The property owner may undertake projects which fall into the following categories without application to the Historic Resources Commission:

1. replacement of window glass (but not style or type of windows)
2. caulking and weatherstripping
3. minor landscaping, including flower gardens and shrubbery, except in the established planting strip between the sidewalk and curb
4. pruning trees and shrubbery
5. repairs to walks, patios, fences and driveways as long as replacement materials match the original or existing materials in detail and color
6. replacement of small amounts of missing or deteriorated original or existing siding, trim, roof coverings, porch flooring, steps, etc., as long as replacement materials match the original or existing materials in detail and color
7. repair or replacement of small sections of guttering

8. temporary signs such as real estate, political, etc.
9. installation of house numbers which are compatible with the original in style, size and material
10. repair of existing street or yard lighting.

### Minor Work

Minor work projects will require a Certificate of Appropriateness. However, minor work projects can be approved by the Director of the Historic Resources Commission or designee if the proposed work is consistent with the Biltmore Village Design Review Guidelines. The Director or designee will meet with the property owner at the site and determine if the proposed work is major or minor and, if minor and approved, a Certificate of Appropriateness can be issued at once. If the Director or designee cannot approve the proposed work, an application for a Certificate of Appropriateness will be presented to the Historic Resources Commission for review. Minor work projects include various projects in which the visual character of the structure or grounds is not changed, or where the project is clearly in conformance with the guidelines, including but not limited to the following specific items:

1. painting: as long as the color scheme conforms to the official color palette;
2. signage: signage that is clearly in conformance with the design guidelines;
3. fences and walls: fences or low walls of wood, stone, brick or cast iron, which comply with the guidelines;
4. landscaping projects which are clearly in conformance with the official Biltmore Village landscaping plan: the planting or removal of trees; construction or replacement of patios (which cannot easily be seen from a street); walks, driveways made of brick, stone, concrete or gravel; removal of dead or diseased trees or trees where the roots or limbs are causing damage to a house. Landscape changes eligible for minor works review also include new parking areas which are located to the rear of buildings, are not easily visible from a street, and which are screened from adjoining properties with fencing or plant material.
5. new roof coverings: replacement of asphalt or fiberglass roof coverings when the replacement material is the required color of red; replacement of tile roof coverings where there is no change in materials, configuration, or method of installation;
6. installation of mechanical and utility equipment: installation of mechanical and utility equipment including but not limited to heating and air conditioning units which cannot easily be seen from a street or are screened from view with shrubbery or appropriate fencing;
7. foundation repairs: repair or replacement of masonry foundations where the original foundation material is retained or where new material matches the original as closely as possible;

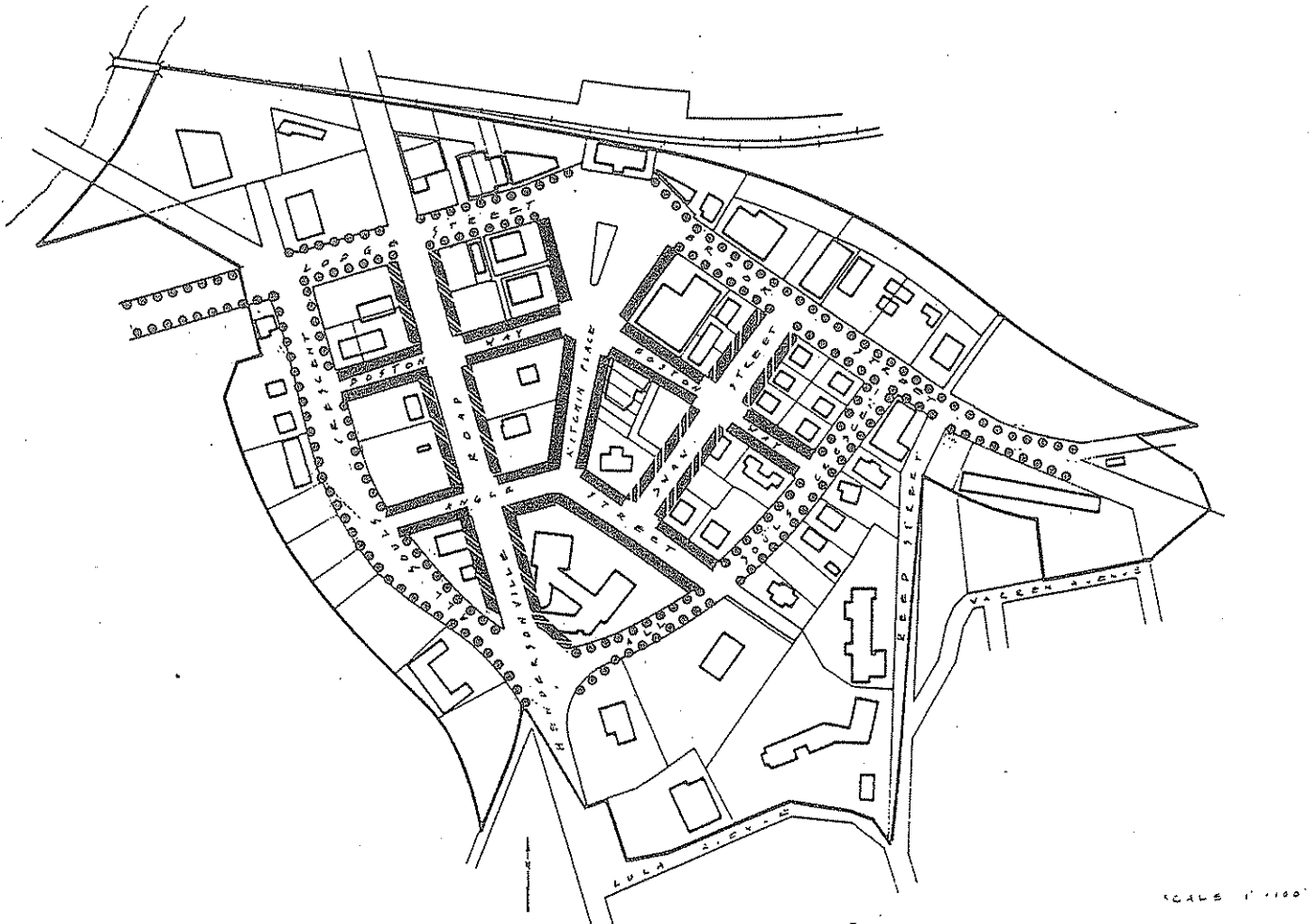
8. masonry repairs: repointing and other masonry repairs when the color and composition of the mortar matches the original, and new brick or stone matches the original as closely as possible; patching or replacement of small areas (< 100 square feet) of pebbledash, as long as the work matches the original or existing pebbledash in texture and appearance;
9. exterior lighting fixtures: lighting fixtures which cannot easily be seen from a street or are clearly in conformance with the guidelines;
10. replacement of exterior stairs, landings and steps: repair or replacement of exterior stairs or steps which are made of masonry or painted wood (white or color of house trim) and are the same design as the existing or original stairs. Exterior stairs and decks (first floor only) which cannot easily be seen from a street, and are designed and painted to blend with the house.
11. replacement of missing details: replacement of missing or deteriorated siding and trim, porch floors, ceilings, columns and balustrade or other architectural details, with new materials that are identical to the original details as substantiated through documentary evidence;
12. removal of accessory buildings: removal of deteriorated accessory buildings which are not original to the site or otherwise historically significant, and cannot easily be seen from a street;
13. other minor construction: other construction not easily visible from a street.

### Major Work

Major work projects must be approved by the Historic Resources Commission. In general, these are projects which involve a change in the appearance of a building or landscape, and are more substantial in nature than minor work projects. They include the following:

1. new construction or additions to buildings;
2. demolition of any part of a structure;
3. discovery of any archaeological resource on the site;
4. moving of buildings;
5. new accessory buildings;
6. parking lots (other than normal driveways);
7. replacement of architectural details when there will be a change in design or materials from the original or existing details;
8. changes to roof lines;
9. exterior fire exits;
10. minor work items not approved by the staff of the Historic Resources Commission.

## APPENDIX B: STREET PLANTING PLAN

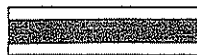


### Biltmore Village

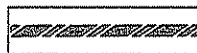
TULIP POPLAR



LONDON PLANES  
(SYCAMORE)



LINDEN



The street tree planting plan should be followed by anyone planting trees along the streets in the village. It is hoped that efforts will be made eventually to implement the plan on a block by block basis. The plan is based on the historic planting plan as closely as could be determined, with the exception of Boston Way, which was originally named Oak Street and planted in red oak.

## APPENDIX C: GLOSSARY

**ART DECO:** A style of decorative arts and architecture popular in the 1920's and 1930's. Notable for its use of geometricized classical forms, ziggurats, fountains, animals or floral motifs in colorful glazed terra cotta, black glass, bronze or natural aluminum.

**ART GLASS:** Type of stained glass popularized in the late nineteenth century by Tiffany and LaFarge. Generally milky or opalescent colors.

**AWNING:** Any structure made of cloth, metal or other material attached to a building when the same is so erected as to permit its being raised or retracted to a position against the building when not in use.

**BASE:** The lowest part of a building; the lowest part of a column.

**BALUSTRADE:** A railing or low wall consisting of a handrail on balusters (small supporting posts) and a base rail.

**BUILDING FACADE:** The frontage of a building which faces and is most nearly parallel to a public or private street. There can be only one building facade for each street upon which a building faces.

**CANOPY:** A structure, other than an awning, made of cloth, metal or other material with frames attached to a building, and carried by a frame supported by the ground or sidewalk.

**CAP:** The top member of a column or pilaster.

**CLERESTORY:** An upper zone of wall pierced with windows that admit light into a large room.

**CONTEXT:** The surrounding environment of a building or site, including other structures site features, landscape, and streets.

**COPING:** A capping to a wall or parapet.

**CORNICE:** A projecting ornamental molding along the top of a building crowning it.

**ELEVATION:** A "head-on" drawing of a building facade or object, without any allowance for perspective. An elevation drawing will be in a fixed proportion to the measurement on the actual building.

**FACADE:** A face of a building, usually the front.

**FASCIA:** A horizontal band of vertical face trim.

**FREESTANDING SIGN:** A detached sign which is supported by one or more columns, uprights or braces extended from the ground or from an object on the ground, or a detached sign which is erected on the ground; provided, that no part of the sign is attached to any part of any building structure or other sign.

**GOTHIC:** In the style of building typical of the cathedrals of the late Middle Ages, emphasizing verticality with slender piers, buttresses, pointed arches and sometimes gargoyles.

**HOOD MOLDING:** A projecting molding around the top of a doorway or window to throw off the rain.

**INDIRECT LIGHTING:** Light only from a concealed light source outside the sign face which reflects from the sign face.

**INTERNAL ILLUMINATION:** A light from a source concealed or contained within the sign, and which becomes visible through a translucent surface.

**INTERNATIONAL STYLE:** An architectural style of the 1920's-1940's, most popular in Europe, characterized by asymmetrical composition, plain cubical shapes, and windows in horizontal bands.

**JEFFERSONIAN NEO-CLASSICAL REVIVAL:** A revival of the style of classical architecture begun in the United States by Thomas Jefferson with his design for the Virginia State Capitol. Emphasizes refined classical forms.

**KICKPLATE:** A solid panel beneath a storefront display window.

**LANDMARK:** A prominent building or feature officially designated by the City of Asheville and having special status and protection.

**LATTICE:** An openwork screen or grill made of interlocking or overlapping strips.

**LINTEL:** A horizontal beam spanning an opening.

**LUMINAIRE:** A lighting unit; the housing for a light bulb, used for exterior lighting.

**MOTIF:** An element in a composition, a principal repeated element in a design.

**MONUMENT SIGN:** A free-standing sign, generally low to the ground, with a continuous connection to the ground, as opposed to being supported on a pole.

**PARAPET:** Either the edge of the roof or the top of a wall which forms the top line of the building silhouette. When a building has several roof levels, the roof or parapet shall be the one belonging to that portion of the building where the sign is located.

**PRESERVE:** To keep in perfect or unaltered condition. Preservation usually includes the overall form of the building, its structural system, and finishes, as well as any decorative details. Landscaping materials may also be preserved. Note that preservation of a structure may include keeping alterations and additions that have become important.

**RECONSTRUCT:** To create again. A building, room or detail may be reproduced in its exact detail and appearance as it once existed. Accurate reconstruction requires good evidence of the original design. One approach to construction includes using the same construction methods as were used originally, whereas a second approach allows the use of substitute methods and materials, so long as they achieve the same visual effect as the original.

**REHABILITATE:** To return to useful life. Rehabilitation is the process of returning a property to a state of utility, through repair or alteration, which makes possible an efficient contemporary use while preserving those portions and features of the property which are significant to its historic, architectural, and cultural values.

**REMODEL:** To remake; to make over. In a remodeling, the appearance is changed by removing original detail and altering spaces. New materials and forms are installed. Applying a "modern" front to an older building is an example of remodeling. Often, these changes are not reversible.

**RESTORE:** To bring back to a previous condition. In a restoration an earlier appearance of the building is recreated, both in form and detail. Original elements that have been covered are exposed, and missing pieces replaced with new ones that match the original.

**ROMANESQUE REVIVAL:** A late nineteenth century revival of pre-Gothic architecture featuring heavy, rock-faced stone or brick walls and round-arched windows and doors.

**SHAFT:** The main portion of a column, between the base and capital.

**SILL:** The horizontal bottom member of a window or door frame.

**STABILIZE:** To make resistant to change in condition. A building is usually stabilized to retard deterioration until it can be repaired. A weather-resistant closure, and a safe structural system are minimum stabilization efforts.

**STRAPWORK:** A form of ornamentation using interconnected raised bands, usually of wood or masonry.

**STRING COURSE:** A thin projecting horizontal strip of masonry on the facade of a building.

**TERRA COTTA:** A ceramic material molded decoratively and often glazed, used as a facing for buildings or as an inset ornament.

**TRANSOM:** A horizontal crossbar in a window, over a door or between a door and window above it. Also refers to a window above a door or other window built and often hinged to a transom.

**VALANCE:** The frame at the top of a window to conceal tops of draperies.